

CITY OF SAN JOSE, CALIFORNIA**CITY COUNCIL POLICY**

TITLE	PAGE	POLICY NUMBER
NAMING OF CITY-OWNED LAND AND FACILITIES	1 OF 3	7-5
	EFFECTIVE DATE	REVISED DATE
	04/24/72	11/23/93

APPROVED BY COUNCIL ACTION

4/24/72; 11/03/92, Item 9c; 11/23/93, Item 7 (b) (6) (d)

BACKGROUND

On past occasions various individuals, civic groups, and homeowner associations have requested that City-owned land such as parks, athletic fields, the airport and the golf course, be named after individuals. Such requests usually occur after the death of an individual and are intended for the commemoration of some contribution or service which was made to the community.

PURPOSE

To establish Council policy regarding the determination of names to be given to City-owned land and facilities.

POLICY**1. NAMING OF A PERMANENT CITY FACILITY**

- A. The City encourages naming which reflects the City's ethnic and cultural diversity.
- B. The City encourages the recognition of individuals who have made a significant contribution to the community, state, nation or the world.
- C. The City encourages the recognition of individuals for their service to the community. It may not be appropriate to name a permanent facility; however, the naming of activities, e.g., athletic events or cultural presentations, or plaques included in City-sponsored "walls of fame" may be appropriate alternatives.

- D. The City encourages the recognition of distinct geographic, environmental or developmental features, or names of historical significance in naming City parks.
- E. The City encourages donations of funds, and/or involvement by civic organizations or groups, to provide for the on-going maintenance of parks and facilities.
- F. The City encourages naming of new facilities as early in the planning process as possible.

2. GENERAL

- A. For naming or renaming, a public hearing by the appropriate commission shall be held in order for the commission to develop a recommendation to the Council.
- B. Existing place names are deemed to have historic recognition. City policy is not to change existing names except when no other appropriate City facility is available.
- C. The common practice is to give City-owned lands a name of historical or geographical significance. Consideration shall be given to the naming of City-owned land after individuals only when the land or the money for its purchase has been donated by them.
- D. Generally, mini-parks are designated on a geographic basis.
- E. The City encourages donation of memorial benches or other furniture or fixtures with the understanding that such items have a useful life, and that the City assumes no responsibility for replacement or upkeep.
- F. Plaques commemorating individual donations such as trees, horticultural, or plant materials are discouraged.
- G. The City Council reserves the right, as part of a capital campaign, to make appropriate business arrangements in exchange for naming options of City facilities.

3. THE NOMINATION PROCESS

All requests to City Council including those developed by City or Agency Staff for naming of City lands and facilities must be submitted to the City Clerk and contain detailed justification for the request.

- A. The detailed request will provide the minimum of information contained on the form provided by the City Clerk.
- B. The City Clerk will transmit the form and supporting documents to the proper Commission for review and public hearing before a recommendation is made to the Council.
- C. After action has been taken on the nomination by the appropriate Commission, the recommendation will be sent back to the City Clerk to be placed on the City Council agenda.
- D. The Clerk will notify the petitioner of the date for Council consideration and/or the subsequent action by City Council.
- E. This process does not apply to the naming of streets which will continue to be processed through the Planning Department.